

INTERAGENCY ADVISORY GROUP

UNITED STATES OF AMERICA
OFFICE OF PERSONNEL MANAGEMENT
WASHINGTON, D.C. 20415

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Minutes of IAG Committee on Performance Appraisal

July 24, 1979

ArDee Ames, Director of Special Programs Consulting Division, (SPCD) opened the meeting by briefing the items on the agenda. He then introduced Jeffrey Kane who discussed the forthcoming systems design workshop.

Mr. Kane told the representatives that the systems design workshop was being sponsored by the OPM Personnel Management Training Center. The workshop would consist of: 1) appraisal systems design and implementation, 2) step process model for setting up appraisal systems, and 3) skills required for each step. He suggested that those who had not registered for the workshop and wish to attend should register right away.

Mr. Ames introduced Sam Geiser from OPM Merit Pay Section. Mr. Geiser discussed the status of merit pay regulations. Several FPM Bulletins had been issued on merit pay (540-1, 540-2 and 44 Questions and Answers). The regulations will be published in the Federal Register in August. There was a large number of questions on mandatory pay out and how merit pay would work. A majority of the representatives desired a joint meeting of the IAG Committees on Performance Appraisal and Merit Pay.

Mary Cronin, SPCD, stated the regulations, Part 430, had been forwarded to the Director OPM for approval. She discussed the changes made since the last IAG meeting. The most significant change was in the definition of "critical element".

ArDee Ames asked the Committee for ideas on agenda items for future meetings. He stated that after the regulations and FPM chapter had been issued the representatives should become more involved in the meetings. Several suggestions were made for agenda items for future meetings such as: 1) discussion on good aspects of agency performance appraisal plans (large agencies-small agencies), 2) mandatory critical elements, 3) uniform selection guidelines, 4) Use of OPF for filing performance appraisal forms, 5) supervisory notes, 6) relationship of promotion or other personnel decisions to performance appraisal system, 7) employee participation in establishing performance standards, and grievability of standards and elements. ArDee Ames suggested that an agenda planning committee be established. Several representatives indicated that they were interested in serving on such a committee.